



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

RQ-2

September 14, 2004

Alan J. Randzin, Treasurer
Jim Gerlach for Congress Committee
911 Welsh Ayres Way
Downingtown, PA 19335

Response Due Date:
October 14, 2004

Identification Number: C00372102

Reference: July Quarterly Report (4/8/04-6/30/04)

Dear Mr. Randzin:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Your report contains incorrect Column B figures for Lines 6(a), 6(b), 6(c), 7(a), 7(c), 11(a)(iii), 11(c), 11(e), 15, 16, 17 and 22 of the Summary and Detailed Summary Page information. When aggregating and reporting receipts and disbursements, candidate committees are required to disclose their activity on an election-cycle basis, from 11/6/02 to 11/2/04. Please amend your report to show election cycle-to-date figures for all aggregate amounts. (2 U.S.C. §434(b))

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.